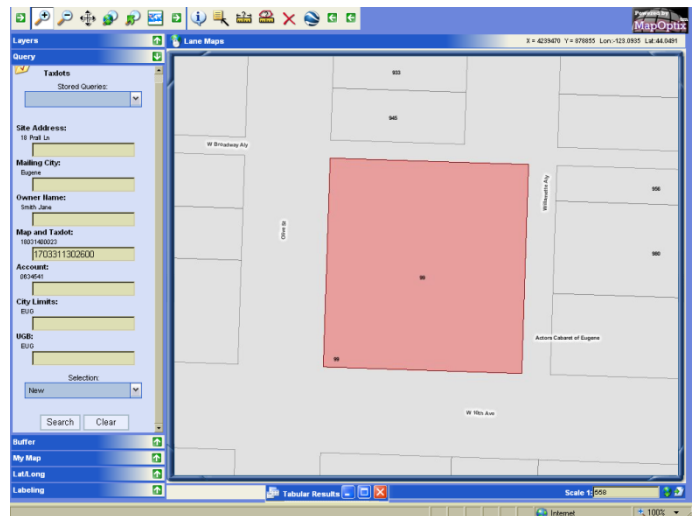
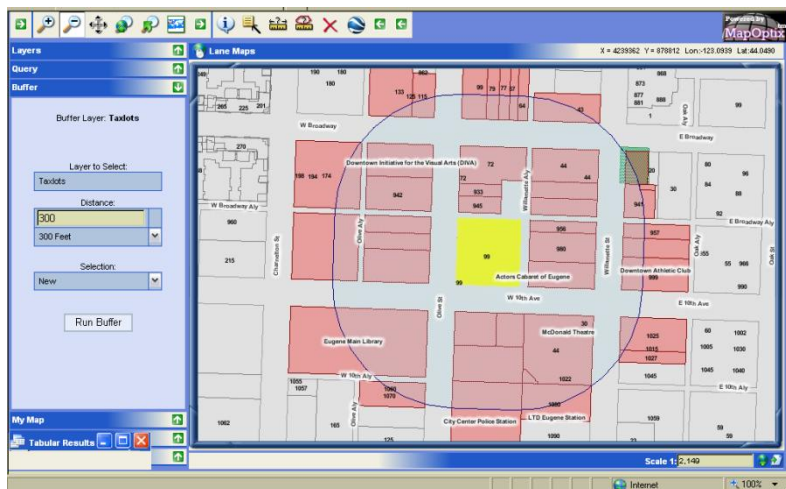


Creating a mailing list (with a subscription to RLID):

1. Log into RLID: <http://v2.rlid.org/>
2. Choose **Lane Maps** from the menu on the left
3. Select **Query**
4. Enter **Map & Tax Lot**. Click search. This must be a 13 digit number (for example – 1703311302600)
5. Choose **Buffer** from the menu, enter 300 in the **distance field** then choose **Run Buffer**



Tabular Results

Buffer Results

Taxlots (1 - 15 of 136 Records) Page: 1 / 10

Site Address	Mailing City	Mailing City State Zip	Owner Name	Owner Address	Owner City State Zip	Map and Taxlot	Special Interest Code	Account	City Limits	Total Acres
LANE TRANSIT DISTRICT	PO BOX 7070	EUGENE, OR 97401	1703311302300	261702	EUG	0.34				
EUGENE AGENCY #218	2520 WOOD AVE	EUGENE, OR 97402	1703311302500	5417679	EUG	0.12				
LANE TRANSIT DISTRICT	PO BOX 7070	EUGENE, OR 97401	1703311302400	261800	EUG	0.19				
DIAMOND PARKING INC	805 1ST AVE STE 600 DEPT 0984	SEATTLE, WA 98104	1703311305100	261535	EUG	0.15				
CITY OF EUGENE	CITY HALL	EUGENE, OR 97401	1703311404801	1023652	EUG	0.10				
MECHSELBAUM LEE C ATTORNEY	44 W BROADWAY STE 402	EUGENE, OR 97401	1703311301300	5513187	EUG	0.30				
LANE TRANSIT DISTRICT	PO BOX 7070	EUGENE, OR 97401	1703311301901	1592136	EUG	0.02				
DIAMOND PARKING INC	805 1ST AVE STE 600 DEPT 0984	SEATTLE, WA 98104	1703311305200	261527	EUG	0.15				
CITY OF EUGENE URBAN RENOVATION	59 W 10TH AVE	EUGENE, OR 97401	1703311306900	261501	EUG	0.59				
BEAM PROPERTIES EUGENE LLC	1001 SE WATER AVE STE 120	PORTLAND, OR 97214	1703311301500	261675	EUG	0.15				
EMAMI ALI & FOROUZANDI	941 VILLAMETTE ST	EUGENE, OR 97401	1703311404800	985992	EUG	0.01				
BEAM PROPERTIES EUGENE LLC	1001 SE WATER AVE STE 120	PORTLAND, OR 97214	1703311301400	261663	EUG	0.15				
EUGENE RENOVATION AGENCY	777 PEARL STREET ROOM 106	EUGENE, OR 97401	1703311303300	261519	EUG	0.29				
DAC NORTH LTD PARTNERSHIP	999 VILLAMETTE ST	EUGENE, OR 97401	1703311405600	262772	EUG	0.17				
WADDELL ORGANIZATION INC	PO BOX 7946	EUGENE, OR 97401	1703311301300	5443252	EUG	0.30				

6. From the resulting table you can use the buttons at the top of the window to: Download to Excel, Create a .pdf or generate mailing labels directly from this table. When creating mailing labels directly from this table, all duplicate records will be removed. You will notice, however that the slightest difference in name or address will cause an address to remain. For example: City of Eugene may be included in your label set twice if the address in one record is 99 W 10th and the address in a second record is 99 West 10th. These sorts of duplicate records do not each need a notice of your meeting.
 - a. In the **Name** dropdown box, choose **Owner Name**
 - b. In the **Address** dropdown box, choose **Owner Address**
 - c. In the **City/State/Zip** dropdown box, choose **Owner city state zip**
 - d. Choose the type of labels you would like to use
 - e. Click **Generate Labels**

Choose where each of your attributes will go below. Then, choose a label type and generate your labels. The resulting labels will be opened in a PDF for easy storage and printing.

Name	[Expression]	Owner Name	
Address		Owner Address	
City/State/Zip		Owner City State Zip	

Please select a label type **Avery 5160** **Generate Labels**

****These mailing lists may also be obtained from your title company. Contact your title company directly for more information regarding their services.**